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RULES AND REGULATIONS

FOR THE

GOVERNMENT

OF THE

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Bellebue Hospital.

1860.



BELLEVUE HOSPITAL.

October 1, 1860.

Commissioners of Public Charities and Correction:

S. DRAPER, *President.*
M. H. GRINNELL,
JAMES B. NICHOLSON,
ISAAC BELL, Jr., *Secretary.*



JOHN E. WHITE, *Warden.*
GEORGE GAMBS, *Clerk.*
JOHN FREY, *Apothecary.*
JOHN KING, *Engineer*
EMMA RIDDLE, *Matron.*

MEDICAL BOARD.

Consulting Physicians:

JOHN W. FRANCIS, M.D.,
President of the Board.
ISAAC WOOD, M.D.

Consulting Surgeons:

VALENTINE MOTT, M.D.
ALEX'R. H. STEPHENS, M.D.

Visiting Physicians:

ALONZO CLARK, M.D.
BENJ. W. MCCREADY, M.D.
ISAAC E. TAYLOR, M.D.
GEORGE T. ELLIOT, M.D.
B. FORDYCE BARKER, M.D.
ALFRED L. LOOMIS, M.D.
JOHN W. GREEN, M.D.
THEODORE G. THOMAS, M.D.

Visiting Surgeons:

JAMES R. WOOD, M.D.
LEWIS A. SAYRE, M.D.
JOHN J. CRANE, M.D.
STEPHEN SMITH, M.D.
WILLIAM PARKER, M.D.
ALEXANDER B. MOTT, M.D.
CARL THEO. MEIER, M.D.
JOHN W. S. GOULEY, M.D.
WILLIAM H. CHURCH, M.D.

HOUSE STAFF.

House Physicians:

P. C. BARKER, M.D.
LEWIS FERNANDEZ, M.D.
WM. C. FERGUSON, M.D.
J. B. HICKS, M.D.

House Surgeons:

ERSKINE MASON, M.D.
J. R. PAGE, M.D.
H. PINKNEY, M.D.

Senior Assistants:

B. A. SEGUR, M.D.
JOHN DE ROSSETT, M.D.
C. H. COVEL, M.D.
C. B. WHITE, M.D.

Senior Assistants:

ALEXANDER RIVES, M.D.
W. S. COLES, M.D.
E. S. BOGART, M.D.

RULES AND REGULATIONS
FOR THE
GOVERNMENT OF THE BELLEVUE HOSPITAL.

The Bellevue Hospital shall be organized as follows :

CHAPTER I.

The Warden.

THERE shall be appointed by the Commissioners of Public Charities and Correction, a Warden of Bellevue Hospital, who shall hold his office during the pleasure of the Board. He shall reside in the building, in apartments to be designated by the Board for that purpose, and shall receive a compensation of Fifteen Hundred Dollars per annum, but shall not be allowed any other emoluments, perquisites, or fees whatsoever.

HIS DUTIES.

1st. He shall enforce all the police and other rules and regulations of the establishment, and shall receive and transfer all patients, in accordance with the existing laws, and the present and future orders of the Board of Commissioners of Public Charities.

2d. He shall provide meals for the Resident Staff of the Hospital, at such hours as the Committee of Inspection may direct, and meals shall not be provided at any other hours, except in case of sickness.

3d. He shall supervise and direct the duties of his Assistants, Apothecaries, Orderlies, Nurses, and Subordinates, and, generally, the whole police and economy of the establishment.

4th. He shall see that the outer gates are locked at a seasonable hour, every evening.

5th. He shall suffer no patient to go out of the House without his special permission.

6th. He shall visit every ward at least once a day, and oftener if necessary.

7th. He shall not permit any person, except such of the officers and servants of the Hospital enumerated in the regulations as are entitled thereto, and the members of his own family, to take their meals or sleep in the Hospital, or occupy any part of the premises. He shall submit to the Commissioners, on the Monday of every week, a census of all persons employed in or about the premises, and of all persons residing in the building.

8th. He shall take particular care that no wine or spirits shall be furnished to the patients, except by the written directions of the Physicians.

9th. When any patient is desirous to converse with any religious person, he shall invite the person desired by the patient to attend; and while such person is present, shall see that the other patients in the ward behave with decorum.

10th. When a patient is discharged, the Warden shall cause the same to be entered in a book provided for that purpose, and kept by the Clerk, mentioning the patient as cured, relieved, incurable, eloped, or disorderly, with the date of such discharge.

11th. On the decease of a patient, the Warden shall cause the name and time of the decease of such patient to be entered in the Register, and the body taken to the Dead House, and there safely kept until delivered to the relatives of the deceased, when demanded by them, he notifying them of the death of the patient without a moment's delay; and he shall be particularly responsible for the execution of this duty, and that the name of the attending Physician or Surgeon shall form a part of the record.

12th. If the House Physicians, House Surgeons, Clerk, Steward, Apothecary, Students attending the House, or other persons belonging to it, shall use profane language, disregard the rules and regulations, or otherwise misconduct themselves, it shall be the duty of the Warden to report the offenders, in writing, to the Commissioners of Public Charities and Correction, and to the Committee of Inspection.

13th. When a patient dies, leaving clothes or other articles of value, the Warden shall report the same to the Commissioners, who shall make a note of such report in their minutes, and give to him the necessary directions.

14th. The Warden, in addition to signing all requisitions for supplies, shall sign all bills, discharges, and passes.

15th. He shall receive all patients, classify and transfer them, under the direction of the Medical Officers.

16th. He shall give certificates in all cases of death, and furnish duplicate certificates to relatives and any parties interested, whenever demanded.

17th. He shall take charge of all money, valuables, or property found in possession of the patients, for which he shall be accountable; he shall give receipts therefor, and report the same to the Commissioners.

CHAPTER II.

The Clerk.

There shall be appointed by the Commissioners of Public Charities and Correction, a Clerk of Bellevue Hospital, who shall hold his office during the pleasure of the Board. He shall receive a compensation of Eight Hundred Dollars per annum, but shall not be allowed any other emoluments, perquisites, or fees whatsoever.

HIS DUTIES.

1st. He shall keep all the books of the establishment, including proper and full Registers of all patients received, discharged, deceased, the name, age, sex, place of nativity, residence, and malady of the patient, the name and residence of his nearest friend or relation, the date of reception and of discharge of the patient, and also an alphabetical list thereof, and including such other books as shall be directed by the Board of Commissioners to be kept by him.

2d. He shall copy all the letters of the Warden.

3d. He shall receive and enter the bills or invoices of all supplies received at the establishment.

4th. He shall enter all requisitions on the Warden, and keep copies thereof.

5th. He shall prepare, enter, and keep copies of all requisitions made by the Warden on the Board of Commissioners for all supplies of any kind.

6th. He shall examine the several requisitions, and bills, and invoices for supplies, and note any discrepancies.

7th. He shall prepare for the signature of the Warden, and transmit to the Board, weekly reports of the census, condition, and occurrences in the Hospital, and all other reports and communications that may be required by the Committee of Inspection or the Warden, as may be requisite or proper.

8th. He shall have personal charge, under the Warden, of all Hospital Stores, unmade Linen, Blanketing, Clothing, and of all other moveable properties, to the receipt and distribution of which he shall personally attend, under the direction of the Warden.

9th. He shall make his requisitions on the Warden, from time to time, on Monday of each week, and enter the same.

10th. He shall compare the requisitions with the supplies of articles furnished in his department, and note any discrepancy therein.

11th. He shall render weekly accounts, through the Warden, to the Board of Commissioners, and shall perform such other duties connected with his office as the Warden may direct.

CHAPTER III.

The Matron.

There shall be appointed by the Commissioners of Public Charities and Correction a Matron of Bellevue Hospital. She shall reside in the building, in apartments to be designated by the Board of Commissioners for that purpose, and shall receive in addition thereto a compensation of Three Hundred Dollars per annum, but shall not be allowed any other emoluments, perquisites, or fees whatsoever.

HER DUTIES.

1st. She shall visit all the wards in the Hospital having female nurses, every day, and see that they are properly attended by the nurses.

2d. She shall oversee all the female patients and servants, and take care that the wards, apartments, beds, clothes, linen, and other things are kept clean. All the patients, nurses, and servants must be obedient to her.

3d. She shall take care of all the household goods and furniture, placed by the Warden under her charge.

4th. She shall perform such other duties as the Board of Commissioners from time to time shall prescribe.

CHAPTER IV.

The Apothecary.

There shall be appointed by the Board of Commissioners of Public Charities and Correction an Apothecary of Bellevue Hospital, who shall hold his office during the pleasure of the Board. He shall reside in the building, in apartments to be designated by the Board for that purpose, and shall receive in addition thereto a compensation of Eight Hundred and Thirty-two Dollars per annum, but shall not be allowed any other emoluments, perquisites, or fees whatsoever.

HIS DUTIES.

1st. He shall compound and make up all medicines prescribed agreeably to the formulæ from time to time directed by the Physicians and Surgeons of the Hospital, which shall be recorded in a book, to be kept in each ward for that purpose.

2d. He shall deliver no medicines which are not ordered by the Attending Physicians or Surgeons, or House Physicians or House Surgeons, which are not registered in the prescription books, and shall permit no medicines to be carried out of the House, except to patients taking their discharge, and under the direction of the Attending Physicians or Surgeons.

3d. He shall put up the medicines intended for each ward, separately, and shall annex to them labels containing the names of the patients for whom they were respectively prescribed, and the number of the bed which the patients occupy, and, when necessary, directions for taking them.

4th. He shall send them to each ward by the orderly man, to be by him distributed to the patients.

5th. He shall regularly attend the office, and never be absent without the Commissioners' permission. He shall keep the shop open from 7 o'clock in the morning until 8 o'clock in the evening, and everything appertaining to it, clean and in perfect order.

6th. No liquid medicine shall be put up in a larger quantity than 4 oz. bottles.

7th. He shall carefully observe economy in everything relating to his department; be particularly prudent and careful in the delivery of medicines, and permit no patient to enter the shop unnecessarily.

8th. No person shall be appointed Apothecary unless he be twenty-one years of age, nor until he shall have produced sufficient testimonials of his good moral character, and have obtained a certificate, signed by at least two Physicians and two Surgeons, setting forth his competency and good character.

CHAPTER V.

The Medical Board.

There shall be appointed by the Board of Commissioners of Public Charities and Correction, regular Practitioners of Surgery to be Attending Surgeons, and regular Practitioners of Medicine to be Attending Physicians to the Hospital. They shall also appoint two other regular Practitioners of Surgery to be Consulting Surgeons, and two other regular Practitioners of Medicine to be Consulting Physicians of said Hospital. All the said appointments shall be honorary.

The above-mentioned Consulting and Attending Physicians shall, together, compose "The Medical Board" of the Bellevue Hospital. They shall hold their offices during the pleasure of the Board of Commissioners.

THEIR DUTIES AND POWERS.

1st. The Medical Board shall advise the Board of Commissioners, through the Committee of Inspection, in all matters pertaining to the health and physical well being of the inmates of the Hospital.

2d. They shall prescribe and regulate the duties of the Physicians and Surgeons of the Hospital, and of the House Physicians and House Surgeons and their Assistants, and

they shall moreover prescribe and regulate the manner and time of giving clinical instruction, and take measures for securing the necessary publicity of their regulations on this subject.

3d. They shall receive applications, and examine strictly into the qualifications of all applicants for appointment in the Medical Staff of the House, including the Apothecary, and report to the Board of Commissioners for appointment those whom the Committee may consider competent to perform the duties of the several stations applied for.

4th. The examination shall be conducted by a Committee of not less than five of the Medical Board, appointed for that purpose.

5th. In case of a vacancy in the Medical Board, they shall nominate to the Board of Commissioners, suitable persons for appointment.

6th. The Medical Board shall meet regularly on the last secular day of each month, at 1 o'clock, P. M., in the Commissioners' Room, in the Hospital.

7th. The order of business at the regular meeting of the Medical Board shall be as follows, viz :

1. Reading of the minutes.
2. Reports from Physicians and Surgeons on duty.
3. Report from Clerk.
4. Report from Committee of Inspection.
5. Report from Committee of Examination.

6. Reports from Committees.

7. Elections.

8. Miscellaneous business.

8th. At their first regular meeting in each year, the Board shall elect, by ballot, a President, Vice-President and Secretary, who shall perform the duties of those offices respectively, during the year.

9th. They shall also elect by ballot, every twelve months, three of their number, to serve as a Committee of Inspection, and five as a Committee of Examination.

10th. They shall also elect annually, by ballot, two of their number, to serve as a Committee on the Apothecary's department, whose duty it shall be to examine frequently into the quality of the drugs and medicines furnished for the use of the Hospital, to maintain a general supervision over this department, and to report to the Medical Board as occasion may require.

11th. The Medical Board shall regulate the diet of the patients in the Hospital, as well as their hours of eating, and the modes of cooking their food. For this purpose a regular Diet Table for the Hospital shall be prepared, which shall be revised as occasion may require, by a Committee of the Medical Board.

12th. Special meetings of the Medical Board may be called at any time by the President, through the recommendation of the Committee of Inspection.

CHAPTER VI.

The Committee of Inspection.

The Medical and Surgical Department of the Hospital shall be under the supervision of a Committee, to be termed "The Committee of Inspection," which shall be composed of three members of the Medical Board.

ITS POWERS AND DUTIES.

1st. The Committee of Inspection shall meet at least twice in each calendar month, at the Hospital, to transact business.

2d. In case the House Surgeons, House Physicians, or their Assistants, or any of them, shall neglect any of the duties prescribed to them, or refuse to comply with any proper request of the Committee of Inspection or Warden, the Committee may suspend the offender, and report the case forthwith to the Commissioners—and, in the meantime the Committee may supply the vacancy.

3d. They shall personally inspect, at least once a week, the Hospital and grounds—examine into the state of the Surgical and Medical Police of the Institution—see that all proper requirements for the treatment and welfare of the patients be supplied, and that the rules and regulations provided for the government of the Hospital be rigidly en-

forced, as far as they shall be able, exercising due economy in the use of medicines, and of medical and surgical appliances—in the allowance of extra diet and liquors.

4th. They shall keep a book of written minutes of their proceedings.

5th. They shall inquire into the behavior of the Matrons, Nurses, Orderlies and Subordinates towards the patients—shall examine whether the floors are frequently washed—if the bread and other provisions are of good quality, and the patients allowed a sufficient quantity, and are regularly attended by the Physicians and Surgeons—if the Apothecary's shop is neat and in good order, and whether any improvements can be made for the greater comfort of the patients—also, whether the Wards, Water Closets, Bathing Closets and Dead House are kept in good condition, and are properly ventilated, so that they may be supplied with pure and wholesome air.

6th. They shall, at least once in each month, examine the House Physicians and House Surgeons as to the performance of their respective duties, and as to the daily attendance and behavior of the Assistants, intended as candidates for the offices of House Physicians and House Surgeons.

7th. Their Book of Minutes shall be the property of the Commissioners, and at all times open to their inspection.

8th. Twelve hours after death, post mortem examinations may be directed to be made by the Attending Phy-

sicians and Surgeons of the Hospital, by their signing a ticket for that purpose; but no post mortem shall be made should the relatives of the deceased object, and such objection shall be given in writing, and if insisted upon, an appeal may be made to the Commissioners; and all post mortem examinations shall be made with all delicacy and propriety, and any disregard of a proper respect for the body, on the part of those making the examination, or of the Keeper of the Dead House, of his duties, shall be reported to the Commissioners by the Committee of Inspection. All post mortems shall be reported to the Warden of the Hospital, and entered by him on a book provided for that purpose.

CHAPTER VII.

Of the Consulting Physicians and Surgeons.

1st. The Consulting Physicians and Surgeons shall be two regular practitioners of Medicine, and two regular practitioners of Surgery, whose age and professional experience may render their opinions and services highly desirable and useful.

2d. They shall be invited to attend all capital operations at Bellevue Hospital.

3d. They may recommend persons to be admitted as patients.

CHAPTER VIII.

Of the Attending Physicians and Surgeons.

1st. There shall be appointed by the Board of Commissioners of Public Charities and Correction, regular practitioners of Medicine and regular practitioners of Surgery of the city of New-York, who shall be called the Attending Physicians and Surgeons of Bellevue Hospital. Their appointment shall continue during the pleasure of the Board.

2d. It shall be their duty, during their terms of service, to prescribe for and direct the treatment of all the patients under their charge. They shall visit every medical patient who may be afflicted with an acute disease, at least once every day, and as often as is necessary, and every medical patient in the Hospital, without exception, twice in every week. They shall visit the Hospital daily, during their term of service, and shall enter their names at each visit in the Register kept for that purpose.

3d. At such visits the Attending Physician or Surgeon shall inquire whether his directions and prescriptions have been carefully observed; if not, the reasons to be given for his neglect. He shall be required to attend to the neatness and ventilation of the wards, and give such directions on those subjects as may be necessary to the Warden. He

shall direct the House Physicians or Surgeons to report to the Warden such patients as are in a proper condition to leave the Hospital, or such as should be transferred to the Alms House or Island Hospital.

4th. If any Physician or Surgeon shall be prevented from attending in his turn, he shall procure one of the other Physicians or Surgeons belonging to the Hospital to attend in his stead; but no Physician or Surgeon shall provide a substitute unless absent from the city, or prevented by sickness, for more than one week during each term of service. Entire absence from duty for one month will leave the Commissioners at liberty to fill the vacancy.

5th. The Attending Physicians and Surgeons, or any of them, shall be present when required by the Board of Commissioners, to confer with them on the management of the House.

6th. No capital operations, except in cases of emergency, wherein, by delay, the life of the patient would be endangered, shall be performed, without a previous consultation, to which all the Surgeons and Consulting Surgeons of the Hospital shall have been invited; and in case after consultation such operation shall be deferred to another time, notice of its performance shall be sent to all the Physicians and Surgeons composing the Medical Board of the Hospital, and to the Commissioners; nor shall any operation be performed (except as in hereafter provided) unless by the Surgeon in attendance on the patient.

7th. In cases where extra diet, owing to peculiar circumstances, may be necessary, the Physician or Surgeon in attendance shall direct, by order on the Warden, such extra articles to be supplied to the patient.

8th. Each of the Attending Physicians and Surgeons shall report in writing to the Medical Board, after his term of service is completed, the general condition of the Hospital during that period, and this report shall state whether the House Physician and the House Surgeons, and their Assistants and the Apothecary, have discharged their respective duties with skill and fidelity; and whether the Nurses have treated the sick with care and humanity, and shall also contain such suggestions and remarks as shall appear to him to be useful. In case the Physician in attendance shall require surgical advice or assistance, he shall call upon one of the Surgeons on duty at the time.

9th. At the close of every year, a table of the diseases of the patients in the Hospital during the past twelve months shall be made out and duly arranged, in order that the same may be published with the general account of the state of the Hospital, which table shall be prepared by one Physician and one Surgeon, to be appointed for that purpose by the Medical Board.

10th. In order to render the Hospital, as far as may consist with the welfare of the patients, conducive to the advancement of medical science, the Physicians and Surgeons may provide among themselves adequate and regu-

lar practical instruction, by observations accompanying operations and prescriptions, by clinical lectures or otherwise, to the students admitted to see the practice of the House, during the ordinary periods of lecture at the medical institutions of the City, and longer if deemed expedient. Due notice of the time and period of such instruction shall be given, and when announced, shall be punctually observed.

11th. It shall be the express duty of the Physician or Surgeon to guard against any examinations of patients by pupils, except under their own inspection, and against all acts calculated to alarm or injure the patients; and in cases where any observations in their presence might have an injurious tendency, they shall be postponed to the halls or theatre.

12th. No surgical operation shall be undertaken without the consent of the patient; but if, in the judgment of the Surgeons in consultation, such operation be decided absolutely necessary to the patient's safety or welfare, such patient may, by direction of the Surgeon in attendance, be discharged from the Hospital, on refusal to have the operation performed.

CHAPTER IX.

Of the House Physicians and House Surgeons.

1st. There shall be appointed by the Board of Commissioners of Public Charities and Correction, on the nomination of the Medical Board, regular graduates of medicine, who shall be House Physicians and Surgeons to the Hospital. They shall hold their appointment for six calendar months, and shall reside in the building, in apartments to be designated by the Warden for that purpose, and shall receive in addition thereto, their washing and board, and shall not be allowed any other emoluments, perquisites or fees whatsoever.

2d. The term of service of each of the House Physicians and House Surgeons shall be equally divided among the medical and surgical wards, under direction of the Medical Board.

3d. No person shall be appointed to the offices of House Physician or House Surgeon, unless he shall have performed in regular order the duties of Junior and Senior Assistant for their respective terms, to the satisfaction of the Medical Board.

4th. The House Physicians and House Surgeons shall visit their respective wards once, at least, every morning

and evening, and be prepared to report the state of the patients to the Visiting Physicians and Surgeons. They shall see that the medicines sent to the sick are regularly taken, and that they are administered with care and neatness, and without delay. They shall also report to the Attending Physicians and Surgeons, at their next visit, all prescriptions made during their absence, and see that they are entered into books, one of which shall be provided for each ward. They shall sign the prescription book upon leaving the ward, and it shall be their duty to send the book to the Apothecary at or before 11 o'clock, A. M. and 7 o'clock, P. M.

5th. In any medical, surgical, or obstetrical case of emergency, the House Physician and House Surgeon shall promptly request the immediate attendance of the Attending Physician or Surgeon, and if he cannot be found, of any other of the Physicians or Surgeons of the Hospital.

6th. There shall be on duty one House Physician and one House Surgeon for the period of one week, who, during that time, shall examine every patient applying for admission to the Hospital, and decide upon the nature of their disease, whether medical or surgical. They shall report to the Clerk the name, residence, age, and sex of the patient, also their diagnosis, the time the examination was made, and by whom, registering the same in a book provided for that purpose. In case of doubt, they shall call upon one or more of the House Physicians and Surgeons, and the majority shall decide. In case of doubt as to the propriety of admitting a patient to the Hospital.

the examiners shall immediately report the case to the Warden for his action, or, if necessary, for that of the Committee of Inspection. It shall be their duty to see that each patient shall, when there exists no reason to the contrary, take a bath immediately on his admission.

7th. If by mistake a medical patient should be sent to a surgical division, or a surgical case to a medical or obstetrical division, the patient shall be transferred to the division in which he should have been placed on his admission to the Hospital; and no transfer shall be made without referring to the register in the Clerk's office.

8th. All examinations of patients for admission shall be made in the wards designated by the Board of Commissioners for that purpose.

9th. They shall not remove patients from one ward into another without the approbation of the Attending Physician or Surgeon.

10th. It shall be their duty to report the disease of which any patient dies, to the Clerk, in order that the register may be regularly kept.

11th. They shall report in writing to the Warden such patients as may, under special circumstances, have been received during his absence, that he may lay the same before the Committee of Inspection at their next meeting.

12th. Neither the House Physicians nor House Surgeons shall discharge a patient without the consent of the Attending Physicians and Surgeons.

13th. They shall not be absent at the usual hours of attendance of the Physicians and Surgeons, and when either of them intends to go off the premises, he shall leave notice with the Warden where he may be found, and shall take care to provide a substitute, in the person of some other House Physician or House Surgeon, to attend in his absence ; and in no case shall three of them be absent at the same time. They must be in the Hospital at a seasonable hour in the evening, and shall not sleep out of the House, except by special permission of the Committee of Inspection.

14th. They shall not engage in any other business than that of the Hospital, nor shall they practice out of the House.

15th. One of the House Surgeons, to be designated by the Committee of Inspection, shall have charge of all surgical instruments, and one of the House Physicians, of the obstetrical instruments and apparatus belonging to the House, and shall be responsible for them and for their good order. They shall keep an account of them, stating when they were received from the Warden, and shall never suffer them to be lent or used out of the House. They shall, on giving up his charge, furnish to his successor an inventory of all the instruments and apparatus belonging to the House, which inventory shall be countersigned by his successor, and then exhibited to the Committee of Inspection, under whose direction it shall be kept on file.

16th. They shall keep a pass-book, on which shall be entered a statement of all new instruments and apparatus which shall be ordered for the use of the Hospital, which book shall belong to the Commissioners, and be at all times open to their review.

17th. It shall be the duty of the House Physicians and House Surgeons to make post-mortem examinations, when directed so to do by the Attending Physician or Surgeon to whose service they may be attached, and perform such other professional duties as the Physicians or Surgeons in attendance may from time to time require.

18th. No examination of females in the Institution shall be made by any member of the House Staff, without two or more of them being present.

CHAPTER X.

Of the Assistants to the House Physicians and House Surgeons.

1st. There shall be appointed by the Board of Commissioners of Public Charities, on the nomination by the Medical Board, regular graduates in medicine, who shall be styled "The Senior Assistants of Bellevue Hospital." They shall hold their appointments for the period of six

months, and shall reside in the Hospital, in such quarters as may be provided by the Warden, and receive their board and washing, as in the case of the House Physicians and House Surgeons.

2d. To each House Physician and House Surgeon shall be assigned a Senior Assistant, who shall act (under direction of the Physician in attendance) as Assistant to said House Physician and Surgeon. He shall always be present at the visits of the Physicians and Surgeons.

3d. The Senior Assistant to the House Physician shall, under the direction of the Attending Physician or Surgeon, keep a register of all medical cases which occur in the Hospital, in books which shall be neatly bound, and kept in the library of the Hospital, making the entry therein as soon as practicable after admission. In this register shall be entered the name, age and occupation of each patient, the probable cause and history of his disease, the remedies used before and after his admission, the name of the Attending Physician or Surgeon, his daily reports on the case, the termination of the disease, either in recovery, relief, or death, and other circumstances as may tend to illustrate the case and nature of the disease.

4th. No such Medical or Surgical Assistant shall be eligible to the office of House Physician or Surgeon, unless he shall have kept the prescribed Register to the satisfaction of the Medical Board.

5th. Unless by special recommendation of the Medical Board, no person shall be appointed to the office of Senior Assistant who shall not have fulfilled, in a manner satisfactory to the Medical Board and the Commissioners, the duties of Junior Assistant for the period of six months.

CHAPTER XI.

Of the Junior Assistants.

1st. There shall be appointed by the Commissioners of Public Charities and Correction, regular students of Medicine, who shall attend the visits of the Physicians and Surgeons of the Hospital, but who shall not reside in the House. Their services shall be gratuitous, and they shall perform for the period of six months the following duties.

2d. They shall perform such operations in the way of cupping, leeching, bleeding, dressing, &c., as the Physicians and Surgeons, to whose service they shall be respectively attached, may direct.

3d. When necessary, they shall aid the Senior Assistant in making or copying records.

4th. They shall accompany the regular visits of the Physicians and Surgeons on duty.

5th. They shall hold themselves ready, upon the requisition of the Medical Board, or of the Committee of Inspection, to take the place of any Senior Assistant who may be temporarily absent or disabled.

6th. The assignments of Junior Assistants to the respective service, shall be made by the Committee of Examinations, by giving the choice to the various gentlemen successively, in the order of their merit, as ascertained by the examining Committee.

CHAPTER XII.

Of Students admitted to see the Practice of the House.

1st. Any student of medicine who may be hereafter privileged on such terms and conditions as shall be prescribed by the Board, shall receive a ticket entitling him to visit and see the practice of the House, subject to the regulations of the Hospital, the same being matriculated students of any of the colleges in the city.

2d. No student shall be entitled to attend the Hospital except at the hours of prescription, operation or lecture. Every student shall produce his ticket to the porter at the

gate, and shall behave with decorum and propriety. And if any student shall infringe any of the regulations of the Hospital, or be guilty of profane swearing or improper conduct, it shall be the duty of the Warden to report him to the Committee of Inspection, who may give orders to exclude him in future from the Hospital. And that he may be informed of the regulations to which he is subject, every student shall be furnished by the Warden with a copy of this by-law.

3d. No student shall be allowed to visit the Hospital in the evening, after the gates are closed.

4th. Each student shall be required to leave with the Gate Keeper, at each visit, a card or paper, upon which shall be written his name, as evidence of his attendance at the Hospital. These names shall be checked off in a book kept for that purpose by one of the Junior Assistants, to be appointed by the Committee of Inspection.

CHAPTER XIII.

Of the Orderly Man.

The Warden, with the approval of the Medical Board, shall appoint an Orderly Man, who shall assist in the Apothecary's shop in all things appertaining to that department. When not occupied in the Apothecary's department, he shall perform any services, for the benefit of the Hospital, required of him by the Warden, House Physician and House Surgeon.

CHAPTER XIV.

Of the Patients.

1st. No patient shall leave the House unless by permission of the Warden; nor play at any game of hazard within the Hospital; nor introduce any spirituous liquors into the House.

2d. No patient shall enter the kitchen, or any of the servants' apartments, under any pretence whatever, except by the order of the Warden or Matron.

3d. No male patients shall go into the women's apartments or wards, nor any female patient into those of the men.

4th. No patient shall smoke tobacco in the wards, nor without the permission of the Warden, elsewhere in the House.

5th. When there is no Chaplain in attendance to perform public worship, the Warden, on Sunday, at 10 o'clock in the morning, and at 3 in the afternoon, shall appoint a suitable person for each ward, to read audibly some chapters in the Bible to such of the patients as shall so desire; in which case they are to attend with decency and respect; and it is also recommended to the patients, as often as circumstances will permit, to read the Holy Scriptures on other days of the week.

6th. If any patient shall not conform to the foregoing regulations, or shall use profane or indecent language, or get drunk, or behave rudely or indecently, the Warden shall make a report thereof to the Committee of Inspection, who may discharge such patient.

CHAPTER XV.

Of Admission of Patients.

1st. Any Commissioner, Physician, or Surgeon of the Hospital, may recommend patients to be admitted, but the Board of Commissioners may refuse to admit patients, so recommended, at their discretion.

2d. In any extraordinary or pressing case, where great inconvenience would result from waiting for the approbation of the Board of Commissioners, any Commissioner, Physician, or Surgeon of the Hospital, may direct the Warden to receive a patient immediately. And in case of sudden accidents, the Warden may receive patients without recommendation. But he must give early information of every such case to the Committee of Inspection, who may permit the patient to remain in the House, or not, as shall appear to them discreet and proper.

3d. When the patient's case requires immediate admittance, the Commissioners, Physician, or Surgeon recommending him, will add to his recommendation the following directions: "The Warden is desired to receive the person above recommended until the Board of Commissioners attend."

4th. Young children shall not be received with their mothers, unless such children are also patients.

5th. Only patients who are unable to pay for their board and maintenance, are to be received.

6th. All patients shall implicitly obey such orders and directions as the Board of Commissioners of said Hospital shall make, and shall be obedient to the orders of the Medical and Surgical officers of the House.

CHAPTER XVI.

Of the Curator.

1st. There shall be appointed by the Board of Commissioners of Public Charities and Correction, on nomination by the Medical Board, a Curator, and a Librarian, and a Microscopist of Bellevue Hospital.

2d. It shall be the duty of the Curator to preserve and take charge of all books, papers, and pathological specimens which may come into his hands, as the property of the Hospital. He shall be present at, and as far as may be practicable, preserve records of all post mortem examinations of patients dying in the Hospital.

3d. The Hospital Cabinet, consisting of preparations in healthy and morbid anatomy, of casts, models, delineations, paintings, and prints, illustrative of anatomy and other branches of medical science, shall be under the general care and superintendence of the Museum Committee, and under the immediate charge of the Curator, who shall be appointed by the Commissioners, on the recommendation of the Physicians and Surgeons of the Medical Board.

4th. It shall be the duty of the Curator to attend all surgical operations in the Hospital, and to superintend and direct all the post-mortem examinations, in which he shall be aided by the Medical or Surgical Walker to whose division the case to be examined belonged; and he shall

collect, prepare, and deposit in the cabinet, all such specimens occurring in or are presented to the Hospital, as are thought worthy of preservation, each with its appropriate label and reference to the catalogue.

5th. He shall keep an analytical catalogue of all the preparations and other articles in the cabinet, and shall therein briefly note the most important facts, so far as ascertained, in relation to each specimen, with further reference, when necessary, to the case book of the Hospital.

6th. He shall see that every article belonging to the cabinet is kept in proper order, and shall open the cabinet for the inspection of visitors, at such times as may be determined by the Museum Committee.

7th. All pathological specimens occurring in the Hospital shall be at the disposal of the Curator, who shall loan them, when required, to the Attending Physicians and Surgeons, with the understanding that the specimens be returned uninjured within forty-eight hours.

8th. All preparations and other articles received for deposit in the cabinet, shall be considered the property of the Hospital, but such of them as are presented, shall be marked by the name of the donor, or that of the individual by whom they were prepared or collected.

9th. The cabinet shall at all times be accessible to the Commissioners, to the Physicians and Surgeons, and to

the Warden of the Hospital, and shall be open to other visitors at such times only as the Museum Committee shall direct.

10th. All specimens by private patients shall be subject to the disposal of the Physician or Surgeon presenting them.

11th. An appropriation of \$250 per annum will be made, subject to the disposition of the Medical Board, for the necessary expenditure for the purpose of preserving such specimens in the Museum as are deemed proper for the uses of the Hospital.

CHAPTER XVII.

Of the Library.

1st. Before the Librarian enter on the execution of his office, he shall give sufficient security, to be approved of by the Committee of Inspection, in a sum not less than 250 Dollars, that he will indemnify the library for any loss or damage which may be sustained by his negligence or misconduct as Librarian.

2d. The Librarian shall keep every work in the library plainly numbered on a label on the back, and also on the inside of every volume; and he shall cause to be written or printed on the title-page of each volume, "The Property of Bellevue Hospital."

3d. He shall keep an accurate catalogue of the books in the library, containing the title, author's name, size, number, and number of volumes of each work. He shall keep a book containing printed receipts, and every person who shall borrow a book from the library, shall sign a receipt for the same.

4th. The Librarian shall annually account for the library to the Medical Board, and shall at the same time report to the Medical Board an account of all books then out of the library, to whom and when they were lent.

5th. Books shall be taken from the library on such days only as the Committee of Inspection shall direct; but a Commissioner, Physician or Surgeon of the Hospital may borrow books from the library at any time.

6th. Books may be loaned from the library only to the Commissioners, to the Physicians and Surgeons, to the Curator, to the House Physicians, House Surgeons, Apothecary, and other officers of the Hospital, to those Physicians or Surgeons who may have formerly been Physicians or Surgeons to the establishment, to those who may have served in the Hospital in the capacity of House Physician or House Surgeon for six months, to the satisfaction of the Commissioners of Public Charities, on the conditions and under the regulations directed in the ninth section, to persons to whom the privilege has been especially granted by the Commissioners, and to those who shall acquire it in the manner prescribed in the next succeeding section. Every other person admitted to the

use of the library, not being a student of medicine, shall pay to the Treasurer Two Dollars, for which he shall receive a ticket expressing that he is entitled to the use of the library for one year.

7th. Every person who shall make a donation to the library of books on medicine, surgery, or such subjects as are connected with medicine and surgery, (to be approved of by the librarian,) to the amount of Twenty-five Dollars, or who shall pay to the librarian the same amount in money, shall be entitled to the use of the library, under the regulations provided as to students.

8th. Of voluminous collections of distinct books or papers, no person shall be allowed to have out more than one volume at one time; nor shall any person, except a Commissioner, Physician, or Surgeon of the Hospital, take out more than a single volume of any kind at one time.

9th. No student shall take out any book without previously depositing with the Librarian such sum of money as the Librarian shall direct, or he may leave in lieu thereof, with the Librarian, an engagement signed by some respectable permanent resident in the City, in the following form: "A. B. being permitted to use the Library belonging to the Society of Bellevue Hospital, I do hereby promise to pay to the Librarian of said Library, all such fines and forfeitures as the said A. B. may become liable to, by virtue of the by-laws and ordinances of the said Library. Dated the——day of——18——."

10th. A folio may be kept out four weeks, a quarto three weeks, an octavo or duodecimo two weeks; and if any volume be detained longer, the person who took it out shall pay a weekly fine of twenty-five cents for every week beyond the time above specified, until it be returned.

11th. If a book shall not be returned within three months, it shall be considered as lost, and the person who took it out shall forfeit his deposit, if he has made any, and if not, then a sum equal to what the deposit would have amounted to, if any had been made.

12th. If any person shall lose one or more volumes of any set of books, he may give to the library a new set equally good with the former, and shall thereupon receive the remainder of the broken set, but unless he immediately do this, he shall incur the forfeiture mentioned in the last foregoing section, and the imperfect set shall be retained.

13th. The books marked * in the catalogue, shall be read in the library only, unless by the written permission of the Medical Board, addressed to the Librarian. The register of cases, or any other manuscript books, are not to be taken out of the library without the special permission of the Medical Board.

14th. When any book is damaged, the Librarian shall report the fact to the Medical Board, who shall determine the fine to be paid by the borrower.

15th. Every person who shall refuse or neglect to conform to the regulations contained in this chapter, may be refused the further use of the library by the Librarian.

16th. When any misunderstanding takes place on the subjects provided for in this chapter, it shall be decided by the Librarian or Committee of Inspection.

17th. All fines and forfeitures imposed in this chapter are appropriated to the use of the library. The Librarian shall collect and pay them over for the library, to whom he shall also render an account every month of such as have been incurred.

CHAPTER XVIII.

The Microscopist.

It shall be the duty of the Microscopist to take charge of the microscope, and all articles relating to his department, and be responsible for the care of the instrument, and all the preparations and specimens, and keep the instrument in perfect order. He shall also report to the Museum Committee anything that may be required for the benefit of the Hospital in that department, and the Museum Committee shall give directions or orders, subject to the approval of the Board of Commissioners, for carrying out any improvement the judgment of the Museum Committee may deem requisite.

CHAPTER XIX.

Of the Engineer.

The Engineer, under the supervision and direction of the Commissioners of Public Charities and Correction, shall have charge of the boilers, and steam machinery and apparatus of all kinds in the establishment. He shall have the care of the tanks, hot and cold water apparatus and fixtures. It shall be his duty to provide an adequate supply of hot and cold water, to keep all the steam pipes, boilers, force pumps, washing and other machinery, and iron work in good order and repair. He shall be responsible for the economical use of coal and of steam, and for the neat and orderly condition of the boiler-house and air chambers, and everything connected therewith. It shall be his special duty to see that a uniform temperature of 68° to 70° of Fahrenheit thermometer be maintained in all the wards during the winter, and visit them night and day, as often as may be necessary, to secure this object. The Engineer and his Assistants shall be subject at all times to the direction and control of the Commissioners of Public Charities.

CHAPTER XX.

As soon as practicable, each ward and apartment of the Hospital shall be numbered, and the departments be classified and divided, as near as may be, as follows, viz.

1st. The Surgical Department, in two divisions:

First—Surgery, from accidents or sudden injury.

Second—Rendered necessary from disease.

2d. Consumption.

3d. Fevers and their subdivisions.

4th. Female Diseases.

5th. Lying-in Department.

6th. Miscellaneous Diseases.

7th. Rheumatism and Chronic Diseases.

8th. Delirium Tremens.

CHAPTER XXI.

All rules to be subject to such changes as the Commissioners of Public Charities and Correction may direct.

